

1290

SECRET
SECURITY INFORMATION

27 April 1953

MEMORANDUM FOR: Chief, Foreign Intelligence Staff

SUBJECT: Clarification of Records Management Responsibility

REFERENCE: [redacted] dated
8 December 1952

25X1

1. During the Agency Records Management Training Program held this date, [redacted] of the Office of General Services introduced [redacted] as the individual whom the assembled Records Officers would deal with on Records Management problems in DD/P.

25X1

2. As many of the Area Division Administrative Officers were present at this meeting, and as this statement is in direct conflict with paragraph 4 of the referenced Instruction, it is requested that the Records Management responsibility of RI be clarified.

25X1

[redacted]
[redacted] Chief, RI

25X1

1 Encl.

[redacted]

SECRET

ROUTING AND RECORD SHEET

1245

INSTRUCTIONS: Officer designations should be used in the "TO" column. Under each comment a line should be drawn across sheet and each comment numbered to correspond with the number in the "TO" column. Each officer should initial (check mark insufficient) before further routing. This Routing and Record Sheet should be returned to Registry.

FROM:

Chief, RI

NO.

DATE

27 April 1953

TO	ROOM NO.	DATE		OFFICER'S INITIALS	COMMENTS
		REC'D	FWD'D		
1. Chief, FI	1067-L	27 APR 1953		E	<p>No clarification is necessary - you have the responsibility - So advise person concerned</p> <p>W</p>
2. Chief RI		28 APR 1953		Jms	
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